

Business Plan: Office of Thomas Lee, DDS

Our office follows infection control recommendations made by the American Dental Association (ADA), the U.S. Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA). We follow the activities of these agencies so that we are up-to-date on any new rulings or guidance that may be issued. Changes have been made to protect our patients and staff. Here is as follows:

- Our office will communicate with patients beforehand to ask some screening questions. Some questions will be asked again prior to entering the office and again prior to entering the dental treatment room.
- Masks will need to be worn by all that enter our office at all times with the exception of when we are doing dental treatment.
- We have hand sanitizers that we will ask patients to use when they enter the office. There will also be some in the reception and other places in the office for use as needed.
- Our waiting room will no longer offer magazines, children's toys and so forth, since those items are difficult to clean and disinfect.
- We will do our best to allow greater time between patients to reduce waiting times as well as to reduce the number of patients in the reception area at any one time. Only 10 chairs are to be used in the waiting area.
- Appointments will be managed to allow for social distancing between patients.
- Disinfecting will occur constantly to ensure the office retains its sterile environment.

Respectfully,

Michele Abulencia
Office Manager